



# BAPATLA COLLEGE OF PHARMACY

(Sponsored by Bapatla Education Society), (Recognized by A.I.C.T.E & PCI) (Affiliated to Jawaharlal Nehru Technological University, Kakinada)  
Bapatla, Bapatla (Dist), Andhra Pradesh-522101

## ANNUAL REPORT ON E-GOVERNANCE

The principal of Bapatla College of Pharmacy wishes to present the annual report on E-Governance

The institute has introduced the e-governance in the following areas

1. Administration
2. Student administration and support
3. Finance & Accounts
4. Examinations

### **1. Implementation of e-governance in the administration of the college website**

The website of the college is the very best platform for providing the notices and the information for the students, parents and staff about the administration, admissions, and details of students periodically. The website is updated regularly according to the activities held in college like conferences, workshops and it also gives the information about various committees present in college like SC/ST cell, Women empowerment cell, Grievance cell, and anti-ragging committees. A WhatsApp group is created for each class of students by having all the relevant subject experts as admins and this group is purely dedicated to convey the information about classes, labs, and to share the study materials to all the students. Digital awareness is also provided by this platform whenever it is necessary, for example in corona pandemic, awareness was given about the precautions to be taken during that period. The college website gives the information about all the facilities of the college including the details of subject experts, infrastructure, Laboratories, and hostel facility etc... The college website also gives the information about various physical education activities like Yoga and Art of living.

### **2. Implementation of e-governance in the student admission and Support**

The students who have secured the required rank in the EAMCET and who are interested in joining the pharmacy course visit our college website and the students willing to take admission in our college approach us through the contact details given in the website or directly by visiting our college prior to the counselling itself. The detail information about the process of joining and the proofs which should be submitted is given in the website. After taking admission in the college the student details like course, registration number, admission date, category of admission, address and contact details of every student are uploaded in the college website. The college submits its data annually to the HDFC portal in the college login page. Data is displayed according to the several parameters like yearly wise students admitted, academic details, and infrastructure of the college, facilities provided to the students, results, and financial reports. The college updates the list of faculty and the list of students annually in PCI portal and in HDFC portal. The process of admission is automated and fee payments are executed online.

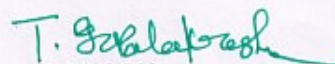


### **3. Implementation of e-governance in Finance & Accounts**

The finance and accounts sections are also automated to have transparency in the financial section. E-governance is mainly used to payments and by generating challans and the money is deposited directly in college bank account. With the help of the information provided in the platform the auditors will audit all the financial transactions and accounts related to the college periodically.

### **4. Implementation of e-governance in Examinations**

The information related to the examinations like the circulars, schedule and time tables of both internal and external examinations are uploaded in the website. Contact details of the examiners are also present in the college website. Previous year question papers and model papers are also uploaded in the college portal for all subjects. External examination results declared by the university are also uploaded in the website immediately after declaration by the university and the college website is also linked to the university exam results portal for student reference. The external question paper is downloaded from the university website just before the commencement of the exam.

  
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